Circuit Court		Department of General Services			
Court		Records Management Division 7275 Waterloo Road (Rte. 175)	51469-2278		
Cecil	July 16, 2012	P.O. Box 275	Forward three (3) copies		
County	Date	Jessup, Maryland 20794-0275	to address at left.		

## PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
1	Personnel Files	2330 sect I	9	1975 - 2006	1.5		
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<u>.</u>			<u>.</u>				

Destruction Approved by Maryland State Archives			<b>Destruction Certification</b>				
7/31/2012 Date	Estoral Company State Archivist	Signature of Court O	official	Title		Date	
DGS 550-9 (rev. 8/04)	Instructions for Preparation and Submission on next page						